

# Fresno Regional Workforce Investment Board

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Blake Konczal, Executive Director

## OPERATIONAL DIRECTIVE

**FRWIB OD # 19-06, Revision C**

**Date Released: January 28, 2014**

**To: All Fresno Regional Workforce Investment Board Providers of Services**

**From: Blake Konczal, Executive Director**

**Effective Date: January 28, 2014**

**Subject: Youth Contract**

**Applicable Program: All WIA Youth**

**Revision History: Initial Release – 1/1/2006; Revision B – 6/12/13**

This Revision C changes the requirement to include all youth.

The FRWIB requires all youth, and their parent or authorized guardian (for younger youth only), to sign a "Youth Contract" prior to enrollment into Workforce Investment Act (WIA) Youth services.

Younger youth, 18 years old or legally emancipated at the time of eligibility are not required to obtain a parent/guardian signature on the parent section of the contract.

Signed contracts must be maintained in the client file.

The purpose of this contract is to confirm commitment of the youth to participate in all required academic activities determined appropriate to assist them in improving their academic skills.

**Form:**

[REG-112](#) – WIA Youth Contract

If you have any questions, please contact the Youth Program Manager.